



U.S. Customs & Border Protection
Office of Information and Technology
Passenger Systems Program Directorate

Canadian Nlets User Guide

October 2018 Version 1.0

SECURITY NOTICE

The following materials contain U.S. Customs and Border Protection, Department of Homeland Security (DHS) Information that is **FOR OFFICIAL USE ONLY** and **LAW ENFORCEMENT SENSITIVE**, or other types of sensitive but unclassified information requiring protection against unauthorized disclosure. These materials will be handled and safeguarded in accordance with DHS management directives governing protection and dissemination of such information.

At a minimum, these materials will be disseminated only on a “need-to-know” basis and, when unattended, will be stored in a locked container or area offering sufficient protection against theft, compromise, inadvertent access and unauthorized disclosure.

This document is loaned to your agency **FOR OFFICIAL USE ONLY** and **LAW ENFORCEMENT SENSITIVE** and remains the property of U.S. Customs and Border Protection, Department of Homeland Security. Any further request for disclosure of this document or information contained herein should be referred to the Disclosure Law Branch, Office of Rulings and Regulations (OR&R).



Contents

Canadian Nlets Users Guide	1
Canadian Nlets	2
Home Menu.....	2
Criminal History Query (IQ/FQ)	3
To run a Canadian Nlets Criminal History Query	3
Field Tips	4
Command Buttons	4
Query Results	4
Important Fields	4
Driver Query (UQ)	6
To run a Canadian Nlets Driver Query	6
Field Tips	6
Command Buttons	6
Query Results	7
Important Fields	7
Person Query (WQ)	8
To run a Canadian Nlets Person Query	8
Field Tips	8
Command Buttons	8
Query Results	9
Important Fields	9
Vehicle Query (VQ/XQ).....	10
To run a Canadian Nlets Vehicle Query	10
Field Tips	10
Command Buttons	10
Query Results	10
Important Fields	11
Boat Query (CBQ).....	12
To run a Canadian Nlets Boat Query	12
Field Tips	12
Command Buttons	12
Query Results	12



Important Fields	13
Securities Query (CSQ).....	14
To run a Canadian Nlets Securities Query	14
Field Tips	14
Command Buttons	14
Query Results	14
Important Fields	15
Article Query	16
To run a Canadian Nlets Article Query.....	16
Field Tips	16
Command Buttons	16
Query Results	16
Important Fields	17
Gun Query	18
To run a Canadian Nlets Gun Query	18
Field Tips	18
Command Buttons	18
Query Results	18
Important Fields	19



Canadian Nlets Users Guide

This guide is intended as a complement to the online help system located within the application.

Robust online help is available for every screen and field in TECS to provide immediate assistance when you are performing a task. Help messages often contain links to reference materials, reference guides, and video demonstrations.

- (b) (7)(E) for screen-level help that explains the overall process and purpose of the screen.
- (b) (7)(E) for field-level help that explains the meaning of a specific element of data and describes the valid values and program edits.
- As an alternative, select (b) (7)(E) to find the screen help, field help, latest release information, and reference materials.



(b) (7)(E)



More Canadian Nlets help information, as well as U.S. Federal Agency help, and provinces participating can be obtained by selecting (b) (7)(E)
(b) (7)(E)



Canadian Nlets

International Justice and Public Safety Network (Nlets) provides a method to communicate with Canada via a computer-to-computer interface for the purpose of exchanging criminal justice and criminal justice related information between the U.S. and Canada.

Canada provides information from several sources such as the Canadian Police Information Centre (CPIC), similar to NCIC. CPIC provides hot files, vehicle registration and driver license status information for provinces and territories that do not maintain their own. Some provinces provide their information directly.

Through the TECS Portal you can gain access to various specific queries:

- Criminal History Query (IQ/FQ)
- Driver Query (UQ)
- Person Query (WQ)
- Vehicle Query (VQ/XQ)
- Boat Query (CBQ)
- Securities Query (CSQ)
- Article Query (CAQ)
- Gun Query (CGQ)

Home Menu

The **Home** screen allows you to select a query, review messages you have received, and access the NCIC and Nlets manuals.

Start your query by:

- (b) (7)(E)

OR

- (b) (7)(E)



Criminal History Query (IQ/FQ)

The system (b) (7)(E) the TECS homepage.

The Criminal History Query (IQ) (b) (7)(E)

(b) (7)(E)

(b) (7)(E)

- (b) (7)(E)
- (b) (7)(E)

To return (b) (7)(E) complete the (b) (7)(E) field.

To change query type:

1. Select one of the following from the (b) (7)(E) menu:

- Driver Query
- Person Query
- Vehicle Query
- Boat Query
- Securities Query
- Article Query
- Gun Query

2. Select (b) (7)(E)

To run a Canadian Nlets Criminal History Query



To review response, either:

1. Select (b) (7)(E) to display the (b) (7)(E) screen.



2. Select **(b) (7)(E)** link to display the **(b) (7)(E)** screen.

Field Tips

- Mandatory fields are **(b) (7)(E)**
- Some screens display **(b) (7)(E)**

Command Buttons

(b) (7)(E)

Query Results

Unacknowledged Message

- If the search criteria you entered are valid, the system **(b) (7)(E)**
- **(b) (7)(E)**
- **(b) (7)(E)**
- Select **(b) (7)(E)** to view the message(s).

Error Messages

If the search criteria you entered are incomplete or invalid, the system displays an error message describing the problem and highlights the fields that are incomplete or have invalid entries.

Important Fields

Field Name	Help Information
(b) (7)(E)	To request (b) (7)(E) : <ul style="list-style-type: none">• (b) (7)(E)• (b) (7)(E) <p>(b) (7)(E)</p> <p>(b) (7)(E)</p>



Field Name	Help Information
(b) (7)(E)	(b) (7)(E)



Driver Query (UQ)

Returns the driver record from the provinces/territories (UR) and the Canadian Police Information Centre (CPIC). Queries (b) (7)(E) return the following different types of information:

(b) (7)(E)

To run a Canadian Nlets Driver Query

(b) (7)(E)

To review response, either:

1. Select (b) (7)(E) to display the (b) (7)(E) screen.
2. Select (b) (7)(E) to display the (b) (7)(E) screen.

Field Tips

- Mandatory fields are (b) (7)(E)
- Some screens display (b) (7)(E)

Command Buttons

(b) (7)(E)



Query Results

Unacknowledged Message

- If the search criteria you entered are valid, the system (b) (7)(E) (b) (7)(E) (b) (7)(E)
- (b) (7)(E)
- Select (b) (7)(E) to view the message(s).

Error Messages

If the search criteria you entered are incomplete or invalid, the system displays an error message describing the problem and highlights the fields that are incomplete or have invalid entries.

Important Fields

Field Name	Help Information
(b) (7)(E)	Select (b) (7)(E) (b) (7)(E)
(b) (7)(E)	Select (b) (7)(E) (b) (7)(E)



Person Query (WQ)

Returns the available information from the person's Canadian Police Information Centre (CPIC) file such as:

(b) (7)(E)

To run a Canadian Nlets Person Query

(b) (7)(E)

To review response, either:

1. Select (b) (7)(E) to display the (b) (7)(E) screen.
2. Select (b) (7)(E) to display the (b) (7)(E) (b) (7)(E) screen.

Field Tips

- Mandatory fields are (b) (7)(E)
- Some screens display (b) (7)(E) (b) (7)(E)

Command Buttons

(b) (7)(E)



Query Results

Unacknowledged Message

- If the search criteria you entered are valid, the system (b) (7)(E) (b) (7)(E) (b) (7)(E) .
- (b) (7)(E)
- Select (b) (7)(E) to view the message(s).

Error Messages

If the search criteria you entered are incomplete or invalid, the system displays an error message describing the problem and highlights the fields that are incomplete or have invalid entries.

Important Fields

Field Name	Help Information
(b) (7)(E)	Select (b) (7)(E) (b) (7)(E)
(b) (7)(E)	Select (b) (7)(E) (b) (7)(E) (b) (7)(E)



Vehicle Query (VQ/XQ)

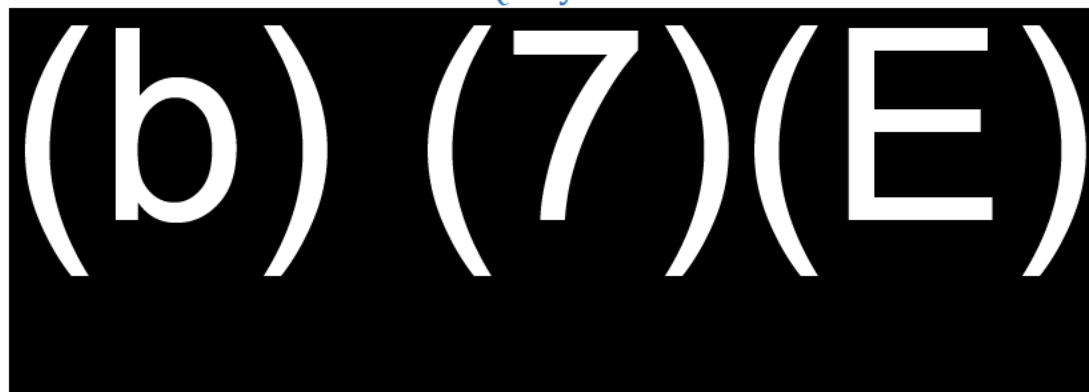
(b) (7)(E) Canadian Nlets Vehicle Query retrieves:

- Vehicle information from (b) (7)(E) information. This information can include:

(b) (7)(E)

- Registration information from (b) (7)(E) using (b) (7)(E) (b) (7)(E)

To run a Canadian Nlets Vehicle Query



To review response, either:

- Select (b) (7)(E) to display the (b) (7)(E) screen.
- Select (b) (7)(E) to display the (b) (7)(E) (b) (7)(E) screen.

Field Tips

- Mandatory fields are (b) (7)(E)
- Some screens display (b) (7)(E) (b) (7)(E)

Command Buttons



Query Results

Unacknowledged Message

- If the search criteria you entered are valid, the system (b) (7)(E) (b) (7)(E) (b) (7)(E)
- (b) (7)(E)



- Select (b) (7)(E) to view the message(s).

Error Messages

If the search criteria you entered are incomplete or invalid, the system displays an error message describing the problem and highlights the fields that are incomplete or have invalid entries.

Important Fields

Field Name	Help Information
(b) (7)(E)	Select (b) (7)(E) : (b) (7)(E)
(b) (7)(E)	Select (b) (7)(E) (b) (7)(E) (b) (7)(E)



Boat Query (CBQ)

Boat Query allows you to search the Canadian Nlets stolen boat file. Results include boats that are:

(b) (7)(E)

For Canadian Nlets purposes, a boat is defined as a watercraft, which may be a small open vessel, a large vessel, or ship, propelled by oars, sails or engine(s).

You may also do a query (b) (7)(E)

(b) (7)(E)

To run a Canadian Nlets Boat Query

(b) (7)(E)

To review response, either:

6. Select (b) (7)(E) to display the (b) (7)(E) screen.
7. Select (b) (7)(E) link to display the (b) (7)(E) (b) (7)(E) screen.

Field Tips

- Mandatory fields are (b) (7)(E)
- Some screens display (b) (7)(E) (b) (7)(E)

Command Buttons

(b) (7)(E)

Query Results

Unacknowledged Message

- If the search criteria you entered are valid, the system (b) (7)(E) (b) (7)(E)
- (b) (7)(E)
- (b) (7)(E)
- (b) (7)(E)



Error Messages

If the search criteria you entered are incomplete or invalid, the system displays an error message describing the problem and highlights the fields that are incomplete or have invalid entries.

Important Fields

Field Name	Help Information
(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)



Securities Query (CSQ)

(b) (7)(E)
(b) (7)(E)

To run a Canadian Nlets Securities Query

(b) (7)(E)

To review response, either:

1. Select (b) (7)(E) to display the (b) (7)(E) screen.
2. Select (b) (7)(E) to display the (b) (7)(E) (b) (7)(E) screen.

Field Tips

- Mandatory fields are (b) (7)(E)
- Some screens display (b) (7)(E) (b) (7)(E)

Command Buttons

(b) (7)(E)

Query Results

Unacknowledged Message

- If the search criteria you entered are valid, the system (b) (7)(E) (b) (7)(E) (b) (7)(E)
- (b) (7)(E)
- Select (b) (7)(E) to view the message(s).



Error Messages

If the search criteria you entered are incomplete or invalid, the system displays an error message describing the problem and highlights the fields that are incomplete or have invalid entries.

Important Fields

Field Name	Help Information
(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)



Article Query

(b) (7)(E)

(b) (7)(E)

To run a Canadian Nlets Article Query

(b) (7)(E)

To review response, either:

1. Select (b) (7)(E) link to display the (b) (7)(E) screen.
2. Select (b) (7)(E) to display the (b) (7)(E) (b) (7)(E) screen.

Field Tips

- Mandatory fields are (b) (7)(E)
- Some screens display (b) (7)(E) (b) (7)(E)

Command Buttons

(b) (7)(E)

Query Results

Unacknowledged Message

- If the search criteria you entered are valid, the system (b) (7)(E) (b) (7)(E) (b) (7)(E)
- (b) (7)(E)
- Select (b) (7)(E) to view the message(s).

Error Messages

If the search criteria you entered are incomplete or invalid, the system displays an error message describing the problem and highlights the fields that are incomplete or have invalid entries.



Important Fields

Field Name	Help Information
(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)



Gun Query

Canadian Nlets searches for the following different types of information that are available to United States users from CPIC, both the stolen gun and registration files. They are:

(b) (7)(E)

The term "gun" means any barreled weapon that can discharge a bullet or other missile, or any imitation of such a weapon.

To run a Canadian Nlets Gun Query

(b) (7)(E)

To review response, either:

1. Select (b) (7)(E) to display the (b) (7)(E) screen.
2. Select (b) (7)(E) to display the (b) (7)(E) screen.

Field Tips

- Mandatory fields are (b) (7)(E)
- Some screens display (b) (7)(E)

Command Buttons

(b) (7)(E)

Query Results

Unacknowledged Message

- If the search criteria you entered are valid, the system (b) (7)(E)
- (b) (7)(E)
- (b) (7)(E)
- Select (b) (7)(E) to view the message(s).



Error Messages

If the search criteria you entered are incomplete or invalid, the system displays an error message describing the problem and highlights the fields that are incomplete or have invalid entries.

Important Fields

Field Name	Help Information
(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)